Job Portal Application Requirements

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Overview

We will need WEB Application, IOS & ANDROID Applications too.

Its Job Portal , there are similarities with LINKEDIN.

Goals

1. Completing the WEB Application within 30 days (Included weekends) completely.
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Requirements

1- LOGIN

A. Single Sign On with Facebook, GMAIL and Linkedin.
B. Manuel Login

2- REGISTRATION

A. Manuel Registration
B. Registration with uploading CV

NOTE : For registration functions, the screen displays a form for the user to submit in accordance with HR software settings. The system captures and validates the users email address during the registration process. When a user registers in those states requiring a notarized form, the form will be available for the user to complete and submit. The form can be printed for signature and notarization then scanned and electronically attached to the registration. Once the user has completed all required steps in the registration process, PROFILE WILL BE CREATED AUTOMATICALLY , the user will receive an email with a link allowing them to set their password and log on. This process will mimic the password reset process above. If a configurable amount of time has passed without the user's completing the registration process by populating all of the required fields and providing all of the necessary documents, the HR software sends an email reminder including registration directions for the user to follow.

Just 1 account will be able to create with each email.

3- USER TYPES

A. B2C -- Candidates
B. B2B -- Business Owners who will open job positions
C. B2B -- Academy Owners
D. Sysadmin User
E. Marketing Staff User Type (Staff who will work for marketing on our web app)
F. Accounting Staff User Type (Staff who will work for marketing on our web app)
G. Sales Agent (Chat BOT User who will work for marketing online with customers)

4- ROLES OF USERS

Customers:
Upon implementation of the new system, customers will find site navigation, product identification and product ordering easier. Customers will be able to choose whether to buy directly from HRS or work with a sales agent.

- **B2B Customers:**

Upon implementations of the new system, B2B customers will be able to open new job positions, HR Services ordering, Social Media Activities over FORUM(This messages and post will not be able to seen by B2C Customers).

- **B2C Customers:**

Upon implementations of the new system, B2C Customers will be able to apply to opened/actual job positions, will be able to apply to some SKILL UPGRADEABLE ACADEMIES, will be able to increase/decrease the PACKET (Free-Premium or etc.).

Sales Agents:
The new system will provide sales agents with more detailed, accurate and up-to-date product information. They will be informed of potential customers more quickly and they will have faster access to the product owner.

Academy(Education) Owners:
Academy owners will be allowed to maintain the data about their products directly. This will eliminate delays in getting new products or changed product specifications into the system.

Marketing Department:
Site navigation data could be sent to the Marketing Department. Understanding how a customer uses the web site to make a purchase will result in improvements in getting and keeping customers.

Accounting Department:
Purchase information will be sent directly to Accounting, allowing for more accurate and timely billing.

5- PRODUCTS/SERVICES

For B2C -- FOR CANDIDATES

BASIC PACKAGE

- Limited Applying to Jobs
- Cant access to Social Media Part
- Cant get discount for courses

ADVANCED PACKAGE

- Unlimited Applying to Jobs
- Can access to general Social Media Module
- Can get discount for Academies

FOR B2B -- JOB GIVERS - FOR BOSSES -- MANAGERS

BASIC PACKAGE

- Limited Job Position creating
- No Social Marketing -- CANT ACCESS TO SOCIAL MEDIA MODUL
- No Seems SUggested Candidates

ADVANCED PACKAGE

- Unlimited Job Position Creating
- ACCESS TO SOCIAL MEDIA Module
- Can see Suggested Candidates

6- FUNCTIONALITIES FOR SYSTEM

A. Candidate type of customer when UPLOAD a CV (in DOC, DOCX, PDF file type & EUROPASS CV Format and more 2 format which will be choosed) System will read PERSONAL DATA & EXPERIENCES & CERTIFICATIONS and will CREATE AUTOMATICALLY A USER PROFILE. AND AUTOMATICALLY WILL DIRECT TO SELF DASHBOARD.
B. B2B is similar to Linkedin. Basically when they register an account they will direct to a self dashboard and they will choose any PACKAGE then they will continue to work.
C. ACADEMY OWNER USER PROFILES when login / register account, They will be able to fill a part which includes what type of academy they provide and all details about

their academy. We will sell some discount codes on this part. NO STREAMING ONLINE ACADEMY ETC.

D. SysAdmin is a SUPER ADMIN User and he can do anything.

E. **Marketing TYPE USER is our staff any type of Admin Users and they will be able to see following informations on self dashboard :**

Marketing Interface includes following functionalities

PRODUCTS

- Name

- Price

- Type

- Inventory

SERVICES

- Name

- Price

- Type

- Inventory

COLLECTIONS

- IT

- MARKETING

- TRADITIONAL

ORDERS

- ORDER ID

- DATE

- CUSTOMER NAME

- PAYMENT STATUS

- PAYMENT TYPE

- FULFILLMENT

- TOTAL

ABANDONED CARTS

- DATE

- CUSTOMER NAME

- EMAIL STATUS

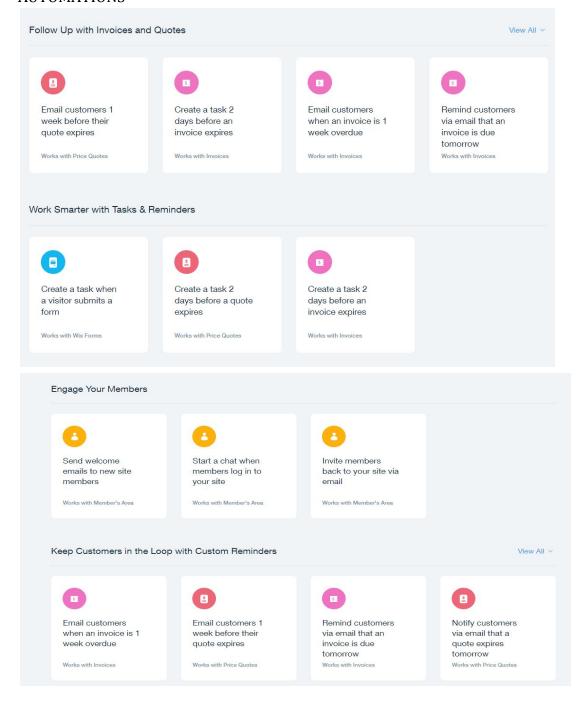- RECOVERY STATUS

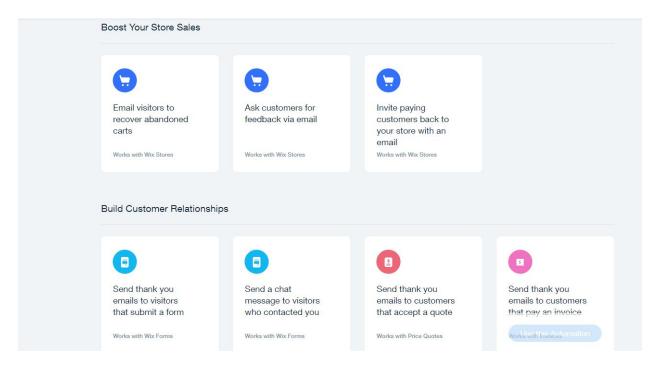- CART TOTAL

BLOG

- PUBLISHED

- DRAFTS
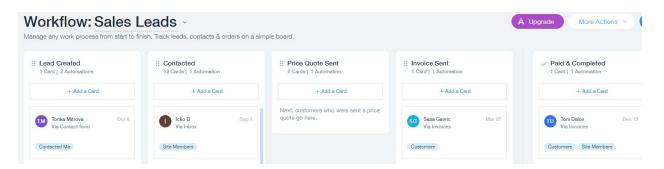
- SCHEDULED

- TRASH

CUSTOMER MANAGEMENT

- INBOX

- CONTACT LIST

    1) Name

    2) Adress

    3) # of Purchases

    4) Total Spent

    5) Last Activity

- FORM SUBMISSIONS

- AUTOMATIONS

Follow Up with Invoices and Quotes

Email customers 1 week before their quote expires

Works with Price Quotes

Create a task 2 days before an invoice expires

Works with Invoices

Email customers when an invoice is 1 week overdue

Works with Invoices

Remind customers via email that an invoice is due tomorrow

Works with Invoices

Work Smarter with Tasks & Reminders

Create a task when a visitor submits a form

Works with Wix Forms

Create a task 2 days before a quote expires

Works with Price Quotes

Create a task 2 days before an invoice expires

Works with Invoices

Engage Your Members

Send welcome emails to new site members

Works with Member's Area

Start a chat when members log in to your site

Works with Member's Area

Invite members back to your site via email

Works with Member's Area

Keep Customers in the Loop with Custom Reminders

Email customers when an invoice is 1 week overdue

Works with Invoices

Email customers 1 week before their quote expires

Works with Price Quotes

Remind customers via email that an invoice is due tomorrow

Works with Invoices

Notify customers via email that a quote expires tomorrow

Works with Price Quotes

- WORKFLOWS

- TASKS & REMINDERS

- SITE MEMBERS

  i. Name

  ii. Login Email

  iii. User Type

  iv. Last Login

MARKETING/SEO

- SEO Tools

- Email Marketing Tools

- Facebook ADS

- Social Posts

- Coupons

- Social Media Integrations

1. Facebook

2. Instagram

ANALYTICS/REPORTS

- Traffic

    1. Total Site Sessions

    2. Unique Visitors

    3. Average Session Duration

    4. Top Referring Sites

    5. Visitor Retention

    6. Traffic By Location

- Sales

- Users

    1. Users Overview

        a) Customers

        b) New Site Members

        c) Active Leads

        d) Top Spending Customers

        e) Customer Retention

G. ACCOUNTANT TYPE USER PROFILE will be able to show following points:

Accounting Interface Functionalities

PENDING

- Timestamp

- Order ID

- Payment type

- User ID

COMPLETED

- Timestamp

- Order ID

- Payment Type

- User ID

THIS WEEK SALES

- Day

- Order ID

- Order Details

- Total

- Paid

THIS MONTH SALES

- Day

- Order ID

- Order Details

- Total

- Paid

THIS MONTH INVOICES

- Day

- User ID

- Order ID

- Order Details

- Total

- Paid

- Invoice

- Status

- Print

DETAILED SALES BY SERVICE

- Referral

- Day

- Order ID

- Order Details

- Total

- Paid

- Status

DETAILED SALES BY PRODUCT

- Product Provider

- Day

- Order ID

- Order Details

- Total

- Paid

-

TOTAL SALES BY SERVICES

- Service Provider

- Day

- Order ID

- Order Details

- Total

- Paid

TOTAL SALES BY PRODUCTS

- Product ID

- Day

- Order ID

- Total

- Paid

TOTAL SALES BY COMPANY/SERVICE PROVIDER

- Provider ID

- Provider Name

- Day

- Order ID

- Total

- Paid

- Status

TOTAL SALES BY STATUS

- Status

- Day

- Paid

TOTAL EXPENSES BY TYPE

- Title

- Total

TOTAL REVENUE BY MONTH

- Month

- Total

TASKS

- My Tasks

a. Timestamp

b. Task Name

c. Title

d. Responsible

e. Description

f. Actions

- Pending

a. Timestamp

b. Task Name

c. Title

d. Responsible

e. Description

f. Actions

- Complete

a. Timestamp

b. Title

c. Responsible

d. Description

e. Actions

CHARTS

- ACCOUNTING BY TYPE

- INCOME BY TYPE

- EXPENSE BY TYPE

- BALANCE BY MONTH

- COMPLETED TASKS

- INCOME BY MONTH

- INCOME BY SERVICE

- INCOME BY PRODUCT

- INCOME BY STATUS

- INCOME BY MANAGER / STAFF

- EXPENSE BY TYPE

- REVIEW BY MANAGER/STAFF

- REVIEW BY MONTH

- REVIEW BY WEEK

- REVIEW BY DAY

- Post – place where they can write topics for discussion with option to comment and with access to other companies and people to comment on the same (Like Linked In posts)

- USERS CAN BE LIVE CHAT BUT CAN NOT MAKE VIDEO CALL OR VOICE CALL

This part will be separated like module

Home Page

- List of companies giving courses with logo

Seeker

Courses pop up

- When creating new profile on the side upgrade to get 10% off on course

- When searching on the side show available courses

Public Page View

- Skills and industries tags bellow picture

- Post – place where they can write topics for discussion with option to comment and with access to other companies and people to comment on the same (Like Linked In posts)

Home page

- How many companies are looking for people in the selected industry

- List of companies giving courses with logo